

Highland Park Public Library

Request for Qualifications for Architectural Services

FAQs 9/13/2022

Question: A formal needs assessment was completed by Williams Architects for an expansion in 2017. Is this the same project that was put on hold for funding in 2017? Is the expansion to include facilities for Senior and Youth Services?

Answer: No, that project was cancelled. This is a reduced scope. Some of the work identified in 2017 was completed in 2020. The Senior and Youth Center will not be moving to the Library.

Question: What is the estimated construction value for this project?

Answer: Estimated budget for the project is \$5.5 million.

Question: When do you anticipate bidding and construction starting?

Answer: This RFQ is to engage a firm to enter the design development phase in 2022. Bidding will likely begin in 2024 or early 2025 with construction in 2025.

Question: Can the 2017 Williams report be made available?

Answer: Yes. Please request it by email to psiegel@hplibrary.org.

Question: Are the two properties owned by the City to the east of the library available for the expansion?

Answer: Yes.

Question: Is it more the likely the expansion will occur to the west on Park District property?

Answer: Park District leadership is open to discussing this possibility should that be the ideal location.

Question: Can the current furniture plan be made available?

Answer: Yes. Please request it by email to psiegel@hplibrary.org.

Question: The RFQ requests that submitters identify proposed sub-consultants, but do you also wish to receive resumes for individuals at those firms and/or information about ongoing or completed projects from those consultants in addition to the resumes and project information from the architects? Or are you only looking for the names of the subconsultant firms with perhaps a brief description of their services?

Answer: Yes, we are only looking for the names of the subconsultant firms with a brief description of their services, thank you.

Question: The RFQ asks that we limit resumes to two pages; is that per person, or do you only wish to receive two pages of resume information for the key staff in total?

Answer: For resumes, 2 pages per person, please.

Question: Do you require each section of the RFQ response to have its own tab?

Answer: If a section is a one-page summary, it is acceptable to combine a few sections under one tab.

Question: Please clarify the following in Section 6: the project name, project location, and type of work required.

Answer: Project name: Highland Park Public Library Expansion

Project location: Highland Park Public Library, 494 Laurel Avenue, Highland Park, Illinois

Type of work required: Architectural services including 1) preliminary design plans to expand and possibly reconfigure areas of the Library as specified; 2) document preparation for Engineering, Architectural, and General Contracting services; 3) support for municipal plan approvals and permits; and 4) completion of the bidding process

Question: Can you be more specific about the construction project for a more accurate fee proposal?

Answer: The first bullet in the RFP description calls for preparing preliminary plans. The fee for that service could be broken out as a pre-project concept development phase if recommended by the architect and should be noted as such.

The remaining bullets in the RFP description describe the \$5.5 million construction project to follow. That fee could be estimated as a range pending completion of the concept development phase if recommended by the architect and should be noted as such.

The RFP due date has been revised to Wednesday, September 21 at 4:30 p.m.

